Sprowston Town Council **Direct Debit Payments** **Meeting Date: 25th March 2026**

Barclay Card

Invoice Date	**Invoice No.**	**Details**	**Net**	**VAT**	**Amount**	**BACS**
28.02.26	14844360226	Barclay card terminal monthly charges	52.57	4.96	57.53	

Barclays Bank Charges

Invoice Date	**Invoice No.**	**Details**	**Net**	**VAT**	**Amount**	**BACS**
19.02.26	190226PIC	Bank Charges re cash and cheques paid in counter for period from 13.01.26-12.02.26 £1.20 per cheque = 5 & £1.20 per £100 = £402.00 plus £8.50 Account Fee for General A/c	19.32	0.00	19.32	
19.02.26	190226AF	Bank Charges Commission for period from 13.01.26-12.02.26 Salaries Ac	8.50	0.00	8.50	
19.02.26	190226AFsal	Bank Charges Commission for period from 13.01.26-12.02.26 General Ac	8.50	0.00	8.50	
			36.32	**0.00**	**36.32**	

British Gas

Invoice Date	**Invoice No.**	**Details**	**Net**	**VAT**	**Amount**	**BACS**
21.02.26	13979732	Gas lite Bill for Diamond Centre - Bill Period 20.01.26-20.02.26	5,072.70	1,014.54	6,087.24	

Broadland District Council

Invoice Date	**Invoice No.**	**Details**	**Net**	**VAT**	**Amount**	**BACS**
01.03.26	36535724	Viking Centre Council Tax Bill 2026-2027	5,755.20	0.00	5,755.20	
10.03.26	115952849	Diamond Centre Business Rates 01.04.26-31.03.24	14,308.00	0.00	14,308.00	
09.03.26	100888826	Cemetery and Premises Business Rates 01.04.26-31.03.27	2,116.80	0.00	2,116.80	
10..03.26	100893746	31/03/2027	7,644.00	0.00	7,644.00	
10.03.26	115991913	Non-Domestic Offices and premises Rates for period 01/04/2026 to 31/03/2027	6,630.00	0.00	6,630.00	
			36,454.00	**-**	**36,454.00**	

Plug EV Stations

Invoice Date	**Invoice No.**	**Details**	**Net**	**VAT**	**Amount**	**BACS**
19.02.26	INV-0044	Plug Core AC Subscription Monthly DD Charge Driver Support, 6 interactions per connector per year, per connector, 6 Charger Support, management of chargers, update of firmware and automatic maintenance (2 x Charge Ports) - Diamond Centre	31.66	6.33	37.99	
19.02.26	INV-0043	Plug Core AC Subscription Monthly DD Charge Driver Support, 6 interactions per connector per year, per connector, 6 Charger Support, management of chargers, update of firmware and automatic maintenance (4 x Charge Ports) For Viking Centre	63.32	12.66	75.98	
			94.98	**19.00**	**113.98**	

Filestream

Invoice Date	**Invoice No.**	**Details**	**Net**	**VAT**	**Amount**	**BACS**
13.03.26	INV-8436	Rentals software - 20.03.26-19.04.26	133.54	26.71	160.25	

Novuna - Ernest Doe

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
03.03.26	100/26/000048/Mar26	Repayment for agreement A000383677 Kawasaki Pro DX UTV March 2026	195.00	39.00	234.00	
10.03.26	100/26/0002985/Mar26	Repayment for agreement A000429060 Kawasaki Mule Pro DX UTV Purchased March 2026	321.00	64.20	385.20	
19.03.26	100/24/0008363/Mar26	Lease Rental for Husqvarna P535 Outfront Ride on March 2026	933.00	186.60	1119.60	
			1,449.00	**289.80**	**1,738.80**	

Norse

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
28.02.26	NWS100272693	19.02.26	32.00	6.40	38.40	

Peninsula

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
24.02.26	U005489742	Provision of Services in accordance with agreement 674681 - Online Services - Insurance	20.25	4.05	24.30	
20.02.26	U005484423	Provision of Services in accordance with agreement 653508 - Employment Services, EAP Insurance, Business Safe, online services and EAP	222.28	41.98	264.26	
			242.53	**46.03**	**288.56**	

Public Works Loan Baord (PWLB)

Invoice Date	Invoice No.	Details	Net	VAT	Amount
13.03.26	N/A	Repayment for loan PW502857	7,104.50	0.00	7,104.50

Sage

Invoice Date	Invoice No.	Details	Net	VAT	Amount
01.03.26	GB-01710338	Accounting & Payroll Package 01.03.26-31.03.26	56.00	11.20	67.20

Total Energies

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
14.02.26	405684185/26	Electricity supply to Diamond Centre Sports Field Flood Lights for period from 01.01.26-31.01.2	43.15	2.16	45.31	
14.02.26	405684482/26	Electricity supply to Diamond Centre building for period from 01.01.26-31.01.26	823.83	164.76	988.59	
10.03.26	407960866/26	Electricity supply to Diamond Centre Sports Field Flood Lights for period from 01.02.26-28.02.2	34.05	1.70	35.75	
10.03.26	407960217/26	Electricity supply to Diamond Centre building for period from 01.02.26-28.02.26	764.55	152.91	917.46	
10.03.26	407976838/26	Electricity supply to Street Light Meter No UMS15 for period from 01.02.26-28.02.26	1,890.57	378.11	2,268.68	
			3,556.15	**699.64**	**4,255.79**	

Utilita

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
05.03.26	2025-09-2CN	Electricity Charges for Viking Centre for Period 01.09.25-30.09.25 Credit Note	(865.59)	(173.12)	(1,038.71)	
05.03.26	2026-01-1CN	Electricity Charges for Viking Centre for Period 01.01.26-31.01.26 Credit Note	(1,622.33)	(324.47)	(1,946.80)	
05.03.26	2025-12-2CN	Electricity Charges for Viking Centre for Period 01.12.25-31.12.25 Credit Note	(1,325.11)	(265.03)	(1,590.14)	
05.03.26	2025-11-2CN	Electricity Charges for Viking Centre for Period 01.11.25-31.11.25 Credit Note	(1,189.62)	(237.92)	(1,427.54)	
05.03.26	2025-10-2CN	Electricity Charges for Viking Centre for Period 01.10.25-31.10.25 Credit Note	(930.72)	(186.15)	(1,116.87)	
06.03.26	2025-12/3	Electricity Charges for Viking Centre for Period 01.12.25-31.12.25	415.24	83.05	498.29	
06.03.26	2025-11/3	Electricity Charges for Viking Centre for Period 01.11.25-31.11.25	401.07	80.21	481.28	
06.03.26	2025-10/3	Electricity Charges for Viking Centre for Period 01.10.25-31.10.25	530.11	106.02	636.13	
06.03.26	2025-09/3	Electricity Charges for Viking Centre for Period 01.09.25-30.09.25	769.30	153.86	923.16	
06.03.26	2026-09/1	Electricity Charges for Viking Centre for Period 01.02.26-28.02.26	733.80	146.76	880.56	
06.03.26	2026-01/2	Electricity Charges for Viking Centre for Period 01.01.26-31.01.26	684.42	136.89	821.31	
			(2,399.43)	**(479.90)**	**(2,879.33)**	

Veolia

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
28.02.26	1000245528	Waste Collections from all parks, cemetery, Diamond and Viking Centre	414.09	82.82	496.91	

Wave - Anglian Water

Invoice Date	Invoice No.	Details	Net	VAT	Amount	BACS
15.02.26	16199865	Water charges to the Viking Centre for 15.01.26-14.02.26	50.80	0.00	50.80	
28.02.26	16252089	Water charges to the Pavilion for 29.01.26-27.02.26	714.50	0.00	714.50	
09.03.26	16295464	Water Charges for the Diamond Centre 09.02.26 - 08.03.26	222.60	0.00	222.60	
09.03.26	16295138	Water Charges for the Council Offices 09.02.26 - 08.03.26	72.90	0.00	72.90	
03.03.26	16264521	Water Charges for the Sparhawk Park WC block 03.02.26 - 02.03.26	49.49	0.00	49.49	
			1,110.29	**-**	**1,110.29**	
					-	
		Total Direct Debits	**53,409.24**	**1,721.19**	**55,130.43**	

Sprowston Town Council | **Invoice Payments Made** | **Meeting Date: 25th March 2026**

Cloudy IT

Invoice Date	Invoice No.	Details	Net	VAT	Amount
01.02.26	INV-D-09733	Provision of Services in accordance with agreement 653508 - Employment Services, EAP Insurance. Business Safe. online services and EAP	222.28	41.98	264.26

Ernest Doe & Sons Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
18.02.26	J44175	New 72H Tipping Trailer plus Jockey Wheel.	2,420.00	484.00	2,904.00
23.02.26	J44330	Amazon Profihopper 1250 Ride on grass cutter and collector	44,298.00	8,859.60	53,157.60
			46,718.00	**9,343.60**	**56,061.60**

John E Wright & Co Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
10.03.26	434544	Neighbourhood Plan Display Materials	502.50	100.50	603.00

Sprowston Community Academy

Invoice Date	Invoice No.	Details	Net	VAT	Amount
26.02.26	52842	Advert for summer fete to be included in show programme	50.00	0.00	50.00

Street Solutions

Invoice Date	Invoice No.	Details	Net	VAT	Amount
03.03.26	41700	2 x traffic cones, Men at work road signs triangle cone & Roadwork chapter 8 cone and sign bundle	234.53	46.91	281.44

	Net	VAT	Amount
Total Invoices paid	**47,727.31**	**9,532.99**	**57,260.30**

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Councillor

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Councillor

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Town Clerk

Sprowston Town Council **Invoices To Pay** **Meeting Date: 25th March 2026**

Adcock

Invoice Date	Invoice No.	Details	Net	VAT	Amount
16.03.26	760013	Diamond Centre - Carry out air conditioning maintenance for March 2026	558.50	111.70	670.20

Ben Burgess

Invoice Date	Invoice No.	Details	Net	VAT	Amount
24.02.26	405900	Rear light Assy	218.25	43.65	261.90
10.03.26	406744	Tractor hitch for trailer attachment	561.71	112.34	674.05
			779.96	**155.99**	**935.95**

Binders

Invoice Date	Invoice No.	Details	Net	VAT	Amount
28.02.26	SI25726806	Sess pit/ Sewage Disposal at the cemetery	217.50	43.50	261.00

Broadland District Council

Invoice Date	Invoice No.	Details	Net	VAT	Amount
26.02.26	2701005701	Annual Litter Bin Emptying Service 01/04/2025 to 31/03/2026	2,223.00	444.60	2,667.60
26.02.26	2701005680	Annual Charge for Dog Bin Servicing 01/04/2025 to 31/03/2026	5,434.00	1,086.80	6,520.80
			7,657.00	**1,531.40**	**9,188.40**

Cloudy IT

Invoice Date	Invoice No.	Details	Net	VAT	Amount
01.02.26	INV-D-09734	GovApp Bundle Licence Allotment, Booking, Cemetery Package with set up and installation, Microsoft 365 tenant, data import, Staff onboarding & training apps, 5 hours of pre paid support for 4-7 user licences	4,475.00	895.00	5,370.00

Colour Print t/a Lockwood Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
23.02.26	INV-35994	8750 leaflets - Have your Say on the Draft Sprowston with Beeston St Andrew joint Neighbourhood Plan	273.88	0.00	273.88

Collier Turf

Invoice Date	Invoice No.	Details	Net	VAT	Amount
17.03.26	238067	12.5L White Marker Paint, 25kg x 18 Lawn sand 2 x 20kg sport ultrafine	794.54	84.99	879.53

Contractors Equipment Sales Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
17.03.26	41150	Volvo Mini Digger 11.03.26 - Remove, repair and make up new hose for leaking hydraulic hose, refit and check fluid levels and other pipes, travel, labour and parts.	184.18	36.83	221.01

CPS Fuels

Invoice Date	Invoice No.	Details	Net	VAT	Amount
11.03.26	122086	2000L Kerosene Heating Oil @ £1.3725p	2,745.00	137.25	2,882.25
11.03.26	122084	1000L White Road Diesel (ULSD) Oil @ £1.4561p	1,456.10	291.22	1,747.32
			4,201.10	**428.47**	**4,629.57**

Culligan

Invoice Date	Invoice No.	Details	Net	VAT	Amount
15.02.26	CD-244329873	18.9Ltr Water cooler bottled water and 1000 paper cups	129.70	25.94	155.64

Electrical Testing Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
02.03.26	69659	Contract for LED conversion, management and maintenance of STC Street Lights. Part 3 Annual Management and maintenance of the authority's street lights (annual charge of £7412.62 per year (to a maximum of 5 years) Period of Year Jun 2025 - May 2026 1/12th	617.72	123.54	741.26

Ernest Doe

Invoice Date	Invoice No.	Details	Net	VAT	Amount
03.03.26	J44653	EU26ACZ annual contract maintenance charge for Profihopper (verge mower with grass collector)	1,800.00	360.00	2,160.00

ESPO

Invoice Date	Invoice No.	Details	Net	VAT	Amount
12.02.26	7975881	2 x 10pk AA Procell Batteries, 2 x 10pk AAA Procell Batteries and 4 Tippex mouse	26.80	5.36	32.16
03.03.26	7994032	5rm box copier paper and box 50 black pens	26.80	5.36	32.16
			53.60	**10.72**	**64.32**

Heritage

Invoice Date	Invoice No.	Details	Net	VAT	Amount
28.02.26	INV-931134	Pulastic Sports Surface Deep Cleaner 2 x 5Ltr (10ltrs)	202.80	40.56	243.36
28.02.26	INV-931136	Cleaning items supplied for February 2026 - Mini Toilet Roll, Green handtowels, Jumbo centre pull toilet rolls, wheelie bin liners, Micro Mini & Twin Toilet roll dispenser, Jangro Professional toilet roll bulk pack x 2 and 2 x Kettle & Shower De-scaler	209.02	41.80	250.82
01.03.26	INV-931124	Daily caretaking and cleaning services 7 x days a week at The Viking Centre @ £37.50 per day For March :	1,140.00	228.00	1,368.00
01.03.26	INV-931093	To Lock and unlock the STC Cemetery gates for March 2026	144.41	28.88	173.29
01.03.26	INV-931090	Caretaker & cleaning Services to the STC premises for March 26	8,330.83	1,666.17	9,997.00
			10,027.06	**2,005.41**	**12,032.47**

HVW Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
09.03.26	163624	Groundsmen safety ware - 2 pairs black safety boots, x 1 HiVis Waterproof jacket, 1 waterproof trousers, 3 hi vis hoodies and polo shirts and safety trainers	313.81	62.77	376.58

Intouch Systems

Invoice Date	Invoice No.	Details	Net	VAT	Amount
01.12.25	813769	itswisp10483 - business8000pluswisp 01/12/25 - 31/12/25, £1.00 Missed off invoice from previous payment			1.00
30.01.26	816864	26 x hosted exchange plus 6 x extra data 01/03/26-01/04/26 - Part Paid on last payment run - Remainder invoice left to pay			169.13
01.02.26	816954	itswisp10483 - business advanced 12 01/02/26 - 28/02/25, - Missed from last payment run	53.70	10.74	64.44
01.02.26	816955	ITSWISP 10080 - Business superfast 12 for 01.02.2026-28.02.26 - Part Paid on last payment run - Remainder invoice left to pay			145.00
25.02.26	818322	avg cloudcare renewal x 9 licenses 25.02.26-25.03.26	13.05	2.61	15.66
18.02.26	818107	Feb2026 sip trunk - 84431357, Jan 2026 call charges	31.33	6.27	37.60
01.03.26	818453	ITSWISP 10080 - Business superfast 12 for 01.03.2026-31.03.26	161.20	32.24	193.44
01.03.26	818452	itswisp10483 - business advanced 12 01/03/26 - 31/03/25,	53.70	10.74	64.44
02.03.26	818978	Annual Support Agreement 01.04.26-01.04.27	2,135.42	427.08	2,562.50
02.03.26	818977	26 x hosted exchange plus 6 x extra data 01/04/26-01/05/27	194.64	38.93	233.57
08.03.26	819099	Server Back up 18.03.26-18.04.26	52.68	10.54	63.22
10.03.26	819127	WISP 10.03.26-09.04.26 - wisp206202 - itsfibre ttb fttp 900/115	78.00	15.60	93.60
17.03.26	819590	Mar 2026 sip trunk - 84431357, Feb 2026 call charges	32.83	6.57	39.40
			2,806.55	**561.31**	**3,682.99**

Maltaward (Barriers) Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
28.02.26	157280	Hire costs for 4M Concrete barriers, padlock, key safe at the Recreation Ground Edwards Road vehicle ent	530.00	106.00	636.00

Moviola

Invoice Date	Invoice No.	Details	Net	VAT	Amount
03.03.26	251332	For supply of film 'Four Mothers' March 2026, Disc postage from Moviola	137.20	25.80	163.00

Norfolk Association of Local Councils

Invoice Date	Invoice No.	Details	Net	VAT	Amount
17.03.26	2815	Website Hosting Pro Rata November 2025 - March 2026	29.17	5.83	35.00

Norfolk Electrical & Testing

Invoice Date	Invoice No.	Details	Net	VAT	Amount
18.03.26	101305	Diamond Centre Playing Field - Flood Light replacement	1,242.25	248.45	1,490.70

Norfolk Drain Services

Invoice Date	Invoice No.	Details	Net	VAT	Amount
04.03.26	3831	Unblock manhole drain from waste in the Groundmen yard	125.00	25.00	150.00

Norse Eastern Ltd

Invoice Date	Invoice No.	Details	Net	VAT	Amount
24.02.26	SI2004257	Highways Training - Street Works Signing, Lighting & Guarding (12.02.26) for all Groundsmen NB, MF, AB, DW and SS	1,200.00	240.00	1,440.00

PJ Plumbing

Invoice Date	Invoice No.	Details	Net	VAT	Amount
11.03.26	PJI/26291	Sparhawk Park - replace faulty flush valve in ladies public WC	142.11	28.42	170.53

Pest Express

Invoice Date	Invoice No.	Details	Net	VAT	Amount
12.03.26	SI22502	Pest Control monitoring contract for rodents April 2026 - March 2027 - 12 yearly routine visits	585.00	117.00	702.00

Premier AV Centre

Invoice Date	Invoice No.	Details	Net	VAT	Amount
23.02.26	224688	Microwave for Ragnar Hall Kitchen at Viking Centre	74.16	14.84	89.00

K Rackham & Son

Invoice Date	Invoice No.	Details	Net	VAT	Amount
02.03.26	36436	5 x Steel beams 1500mm long for groundmen area	557.52	111.50	669.02

Sharp

Invoice Date	Invoice No.	Details	Net	VAT	Amount
01.02.26	8073512124	Minimum Copies charge for September	25.00	5.00	30.00
09.03.26	8073763723	3448 Colour and 3192 Black & White photo copies - readings from 27.02.26-30.01.26	182.21	36.11	218.32
			207.21	**41.11**	**248.32**

SYEP

Invoice Date	Invoice No.	Details	Net	VAT	Amount
01.03.26		Sprowston Youth Project	6,768.75	0.00	6,768.75

Tele Tronics

Invoice Date	Invoice No.	Details	Net	VAT	Amount
09.03.26	23829	Installation of a new wireless microphone unit at The Viking Centre	717.42	143.48	860.90

Total Energies

Invoice Date	Invoice No.	Details	Net	VAT	Amount
14.02.26	405702280/26	Electricity Bill for 01.01.26-31.01.26 for street lighting	7,255.57	1,451.11	8,706.68

Zurich

Invoice Date	Invoice No.	Details	Net	VAT	Amount
26.02.26	553469556	YLL-272003-6303 01/04/2026-31/03/2027 Insurance	14,641.82	350.46	14,992.28

TOTAL OF INVOICES	**69,306.08**	**9,387.14**	**79,008.35**	**Trf 64**
Transfer: STC Active a/c to Salaries a/c			**38,000.00**	**Trf 65**

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Councillor

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Councillor

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Town Clerk